

## West Linn Library Advisory Board Minutes

Wednesday, February 16, 2022 VIA Zoom

**Present members:** Library Advisory Board (LAB) members: Jan Boyd, Janet Dalgaard, Emily Hogan, Rebecca Cassidy, Rachael Hyde & Matt Brown

**Absent:** Martha Swanson (*excused*)

Councilor Rory Bialostosky, Liaison to the Library Advisory Board (*excused*)

**Staff present:** Doug Erickson, Director of Library & Community Services

Melanie Nelson, Library Operations Supervisor/Assistant to the Director

Sarah Flathman, Youth Services Library Manager

Rick Peterson, Library Manager

**Call to order:** Janet Dalgaard called the meeting to order at 5:03 p.m.

**Minutes review:** 01.19.2022 Jan Boyd moved to approve & Emily Hogan 2<sup>nd</sup>. Minutes approved with no edits or changes. 5:0

**Agenda review:** No additions or edits to agenda

**Public Comment:** None

**Library Update:** Doug Erickson, Director of Library & Community Services:

- Election of Officers: Doug introduced Chair, Janet Dalgaard- Janet explained what chair/vice chair responsibilities. Janet Dalgaard also said she would Co-Chair. Jan Boyd agreed to Co-Chair with Janet Dalgaard. Emily Hogan offered to be Vice Chair. Rachel Hyde offered to represent the West Linn Public Library at LDAC. Doug indicated that there were a few steps that he would help Rachael with to complete LDAC Representation. Election of new Co-Chairs: Jan Boyd & Janet Dalgaard, Vice Chair: Emily Hogan & LDAC Representative: Rachael Hyde. Passed 5:0
- Discussion of Library Strategic Goals: Doug would like LAB members input on how the library should move forward coming out of the pandemic? The library staff have been creative on how best to serve the community during this challenging time. Jan Boyd commented that she likes the theme of the draft of Library Strategic Goals that was sent out to all members in January. Rachael Hyde asked if the library has any sense of which patrons are non-users & what may be their demographic? Doug reported that at this time there is not an “over-lay” of a map to represent these non-users. Adult

services are working to engage adults with Book Clubs (Book Bundles & Mixologist), Adult Stem take & makes & Spice Club. The City is also working with a DEI consultant & the library is conducting an DEI audit of library materials. The new “draft” format of the Library Strategic Goals should be ready for review at the March LAB meeting.

- Discussion of date, times & frequency: Doug wanted to let all members know that the LAB does not need to meet *every* month as thought in the past. The City Charter states that Advisory Groups must meet at least once a year. He also shared that it doesn't have to be the third Wednesday at 5:00pm. If members would like to adopt a new date & time and meet every other month they have that option. Doug thought that meeting over the next few months as we come out of the pandemic would be helpful. Possibly a quick discussion this spring.

**Foundation Update:** Jan Boyd reported that the Library Foundation at their last meeting approved funding for:

- \*Book Bundles
- \*New Book Nook directional signage
- \*Classes & workshops on writing & memoirs
- \*Funding for Summer Reading Programs- including software, printing for fliers for all primary schools, prizes & the popular Terrific Tuesday's at Willamette Park
- \*Funding for Volunteer Appreciation week (4.17 to 4.23)  
Including 2 large gift baskets to raffle & small gift bags

Jan also shared she is so excited about all the energy with the Library & the Library Foundation.

**Board Comments:** Matt Brown inquired if there were any discussions at County level to update the LINCC website (catalog)? He shared it is cumbersome, confusing & sometimes have to enter 3 times to find a particular item. Rick agreed with Matt's frustration with LINCC's website & they are looking at another option: Biblio-Commons. Rick reported that the current software limits the ability to be more user friendly because so many different functions run on the current LINCC system. Doug did report soon patrons will be able to pay fines/fees online & working on auto-renewals.

**Adjourn:** Jan Boyd moved to adjourn & Emily Hogan seconded. Meeting adjourned 5:38pm.

Respectfully submitted,  
Melanie Nelson  
Library Operation Supervisor/Assistant to the Director  
02.18.2022

**Next meeting Wednesday, March 16<sup>th</sup> at 5:00pm via Zoom**